



**DEPARTMENT OF HEALTH & HUMAN SERVICES**

**Office of the Secretary**

**Assistant Secretary for Health  
Office of Public Health and Science  
Washington, DC 20201**

June 1, 2001

Dear Colleague:

We are enclosing an application kit for the Family Planning Service Delivery Improvement Research grant supported by the Office of Family Planning (OFP) of the Office of Population Affairs (OPA). Approximately \$1,000,000 is available in Fiscal Year 2001 funds to support three to four new family planning service delivery improvement research grants, each in the range of \$150,000 to \$250,000. We are requesting applications for research that address Title X family planning priorities in two general areas: (1) providing family planning and reproductive health services to underserved populations; and (2) assessing the impact of increasing costs on the delivery of family planning and reproductive health services.

The deadline for receipt of applications is July 26, 2001.

The application kit contains:

- a copy of the June 1, 2001 Federal Register Notice: Announcement of Availability of Grants for Family Planning Service Delivery Improvement research;
- a copy of the Title X Statute; and
- the necessary forms and instructions. Among these are a checklist containing a recommended format for the application and supplemental information and instructions addressing items to be included in the application.

We recommend that applications be concise while fulfilling all requirements. We recommend that applications be limited to 35 pages, not including appendices. Please note that an original and two copies must be submitted. Please sign the original application in blue ink.

Completed applications should be sent to:

Office of Population Affairs  
Grants Management Office  
4350 East West Highway, Suite 200  
Bethesda, MD 20814

Grant awards are expected to be issued no later than September 30, 2001.

You may contact the Grants Management Office on (301) 594-4012 if you have any questions pertaining to fiscal, administrative or business matters. If you need technical or program information, please contact Eugenia Eckard, Office of Research on (301) 594-6534.

We appreciate your interest in the Family Planning Program and look forward to receiving your application.

Sincerely,

/s/

Mireille B. Kanda, M.D., M.P.H.

Acting Director

Office of Population Affairs

Enclosures:

1. Announcement of Availability of Grants for Family Planning Service Delivery Improvement Research Notice (June 1, 2001)
2. Title X Statute
3. Application Checklist
4. Supplemental Information and Instructions for Preparing Grant Applications (Includes instructions for budget preparation)
5. Grant Application Form 5161-1 (revised 7/00)
6. Application Receipt Record

cc: Head of Grantee Agency

Susan Moskosky, Director , OFP, OPA

Evelyn Kappeler, Research Evaluation Team, OPA

Project Officer, OPA

Andrea L. Brandon, GMO, OPA

Official Grant Program File